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# STATE OF INDIANA

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DEPARTMENT OF LOCAL GOVERNMENT FINANCE



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**TO:           Redevelopment Commissions**

**FROM:       Matthew Parkinson, Director of Data Analysis**

**RE:           Reporting Requirement for Redevelopment Commissions**

**DATE:        December 31, 2014**

The purpose of this memorandum is to remind redevelopment commissions of their reporting requirements to the Department of Local Government Finance ("Department") under IC 36-7-14-13.

Indiana Code 36-7-14-13 requires, not later than March 15 of each year, the redevelopment commissioners to file with the unit's executive a report on their activities during the preceding calendar year. The report must include the names of the then qualified and acting commissioners, the names of the officers of that body, the number of regular employees and their fixed salaries or compensation, the amount of the expenditures made during the preceding year and their general purpose, an accounting of the tax increment revenues expended by any entity receiving the tax increment revenues as a grant or loan from the commission, the amount of funds on hand at the close of the calendar year, and other information necessary to disclose the activities of the commissioners and the results obtained. Additionally, for a county redevelopment commission, the report must include the names of any commissioners appointed to or removed from office during the preceding calendar year.

Because the statutory due date falls on a Sunday, a copy of the report must be submitted to the Department via Gateway by March 16, 2015. The Gateway login page can be located at <https://gateway.ifionline.org/login.aspx>. Officials may access this report using the same username and password used last year. Requests for new users and other account requests can be sent to [gateway@dlgf.in.gov](mailto:gateway@dlgf.in.gov).

Help guides for the Redevelopment Commission Reporting tool and other applications may be found at <https://gateway.ifionline.org/help.aspx>.

If you have any questions regarding this information, please feel free to contact Director of Data Analysis Matthew Parkinson at [mparkinson@dlgf.in.gov](mailto:mparkinson@dlgf.in.gov) or (317) 232-3759 or the Gateway support team at [gateway@dlgf.in.gov](mailto:gateway@dlgf.in.gov).